



Toast it Notes

Striving Towards Excellence

2009 - 2010 District 45 Theme

Special Interest Dates:

Area 18 Speech Jam - February 2010. Details TBA.

Sears-Halifax Toastmasters - Club International Speech and Table Topics Contests - April, 2010
Details TBA.

Area 18 International Speech and Table Topics Contests - May 1, 2010. Details TBA.

Division D International Speech and Table Topics Contests- May 15, 2010. Details TBA.

District 45 Spring Conference - May 28 - 30, 2010. Location- Lord Beaverbrook Hotel in Fredericton, NB.

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A Message from our VP of Education

Toastmasters is a great place to observe human behavior. We see the good things; people helping people and people helping themselves. Throughout my years at Toastmasters I have witnessed amazing changes in people who have improved their communication and leadership abilities. Some take longer than others; I am still working on mine after 15 years!

One of the reasons that I have taken so long is because of that human characteristic called procrastination. It's so easy to wait for the time to be right to do a talk on a particular subject, like procrastination, for example. So, instead of giving a speech I will write about it (at the deadline, of course).

I am not the only one with this behavior. As the person who arranges the Toastmaster meeting schedule, I have seen firsthand the effects of procrastination. It is usually in the form of not being able to deliver a speech that one has signed up for.

I do not want to discourage committing to speeches, so I offer these tips to help overcome procrastination:

- Set yourself a deadline ... before the commitment date. Of course, you will probably procrastinate until the commitment date, but your chances of completion will improve.
- Ask someone else to check up on you. Peer pressure works! This is the principle behind slimming and other self-help groups and it is widely recognized as a highly effective approach.
- If you're putting off starting a project because you find it overwhelming, break it into a set of smaller, more manageable tasks. Start with some quick, small tasks if you can, even if these aren't the logical first actions.
- Do not put off things that you should be focusing on right now, usually in favor of doing something that is more enjoyable or that you're more comfortable doing. A prime example of this is spending time on email, especially on your hand held device.
- Avoid saying "Yes" to unimportant tasks that others ask you to do and filling your time with them instead of getting on with the important tasks. (cont'd page 2)



A Message from our VP of Education (cont'd)

- Identify the unpleasant consequences of NOT doing the task.
- Promise yourself a reward for completing a task ... food, drink, sleep.

In closing, here are some plagiarized quotations near and dear to the hearts of all procrastinators:

- If it weren't for the last minute, I wouldn't get anything done.
- The two rules of procrastination: 1) Do it today. 2) Tomorrow will be today tomorrow.
- I do my work at the same time each day - the last minute.
- Tomorrow is often the busiest day of the week.
- If you want to make an easy job seem mighty hard, just keep putting off doing it.

Ralph Smith, ACS

There's only one corner of the universe you can be certain of improving, and that's your own self.
 ~ Aldous Huxley

A New Toastmaster's Experience...

As a relatively new resident of Nova Scotia and Canada, I experienced all the discomforts of relocating... such as missing the familiar people, places and things of my home (the southern US). This uprooting also enabled me to see and examine some things about myself that could potentially hold me back in my new home. I realized that some old shyness that had not surfaced very much in my old "comfort zone" was hindering me from forging ahead and enjoying my new life. I had always heard positive things about the Toastmasters program and had been thinking that this might help me to achieve a new comfort level with speaking. I have been asked to speak at work on several occasions. Of course, I did speak and got through it alright, but I knew that there was lots of room for improvement.

Luckily, I found the Sears-Halifax Toastmasters club via the web site. A friend came with me for the first meeting and I was ready to join this wonderful group of Toastmasters by the 7 pm break. What had me convinced so quickly? This is what I saw...

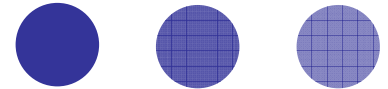
First, everyone was welcoming, friendly and accepting right away. Second, in the midst of a well run meeting, everyone was having fun (including me). Third, seeing everyone participating in the meeting gave me a new hope that I could overcome this shyness and improve my speaking and communication skills.

Thank you Sears-Halifax Toastmasters Club!

Sheryl Kennedy, TM



Club News and Information



Our annual Awards Dinner was held on Nov. 5, 2009, in order to recognize those members who were our high achievers within the club in the 2008-2009 year.

A very good meal was enjoyed by the approximately 25 people in attendance at the Canadiana Restaurant in Bayers Lake. It was followed by an entertaining round of Table Topics run by Cameron Ells and then the awards presentation. While most of the winners were decided based on statistics kept by our Treasurer, Tony Easton, the winner of the "Most Helpful" award was voted on by the members of our club.

The award recipients were, as shown from left to right: Graeme Van Leer (Best Table Topics), Jane Holden (Most Improved), Karen Caldwell (Best Evaluator and Toastmaster of the Year), Joanne Fraser (Best Speaker) and Ralph Smith (Most Helpful). Many thanks go out to our Sergeant-at-Arms, Carol Andrews, and to Karen Caldwell for organizing this enjoyable event for our members.



Three members of our club attended the District 45 Fall Conference in Saint John, NB from November 6-9, 2009. It was a very enjoyable, entertaining and informative weekend for the 155 Toastmasters in attendance from clubs all over the Maritimes, Maine, New Hampshire and Vermont.

Our own Sears club received a number of awards which were presented at the Saturday Awards Luncheon including: Distinguished Club with 10 DCP Points, President's Distinguished Club and Excellence in Leadership. Karen Caldwell was recognized for achieving her Distinguished Toastmaster designation and was given her Triple Crown Award for achieving three education and leadership designations in one year. Karen Caldwell,

Nadine Wentzell and Cindy Slade are shown above accepting one of the club's awards from Immediate Past District Governor Candace Buell.

Member/Club Achievements and New Members since Nov. 1:

New Members – Lynn Fielder, Sheryl Kennedy, Andrea Smith, Nadine Tanner
Competent Communicator (CC) – Jean Sloan

Sears-Halifax Toastmasters Club - The Club is currently sitting at 5 out of 10 of the DCP goals.
Distinguished Club with 10 DCP points.
President's Distinguished Club
Excellence in Leadership

Dec.10, 2009 Club **Christmas Party** at Home of Tony and Marilyn Easton

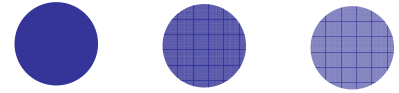


A fun evening was had by all at our club's Christmas party on December 10, 2009. Santa, a.k.a. Ralph Smith, was very generous and it appears that none of our members were on his naughty list this year! Many, many thanks go out to Tony and his wife, Marilyn, for offering up their spacious home and being such gracious guests! Ralph and his little elves did a fantastic job of providing gifts and amusement for the crowd. Thank you to everyone who brought a delicious donation to the pot luck supper, as well. Clockwise from top left corner: Erna Slingluff, Lynne Fielder, Joanne Fraser, Carolyn Ells, Santa, Tony Easton, Santa, Sheryl Kennedy, Nadine Wentzell, Pauline Benoit, Cameron Deacoff and, of course, Santa!



Meet Our Members

David Hubley, ACS, CL



Dave has belonged to Toastmasters twice in his life. The first time around he says he did a very poor job of attending, making it to meetings only about 20% of the time. He had wanted to develop his confidence and skills in public speaking, seeing it as a potential career enhancement. That was in 1992 and he belonged for about 5 years, but eventually stopped coming. Then, in 2003, he rejoined with a second time around decision that he was really ready to improve. His personal commitment was that if he wanted to enjoy all the potential benefits of Toastmasters, he had to attend regularly.

Dave is certainly one of the “regulars”. He has been a very active contributing member at Sears-Halifax weekly meetings, serving on the club executive and participating in contests. He states, “Now I have really achieved my original goals.”

When I first joined Sears-Halifax Toastmasters Club, there were lots of references to Dave’s “pavement” speeches. He is the Manager of Design and Construction Services for HRM, managing approximately 60 people. They are responsible for capital projects in the city related to roadway construction. He comments that he was working through an Advanced Communication Series manual titled *Technical Presentations* that focused on work related speeches. Many members have seen him regularly on cable TV participating in HRM council meetings. Now, more than the first time when he was in Toastmasters, his career really demands that he lead meetings and speak effectively on his feet.

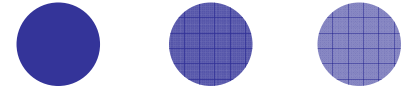
One of the first things you notice about Dave, besides his good looks, is his personable, funny and yet very humble personality. I recall attending the club’s annual awards dinner the month after I joined in 2007 and when he was announced as the Best Speaker of the Year he looked at me and said, “It can’t be me - that must be a mistake.”

What Dave loves about the Sears-Halifax Toastmasters Club is the diversity of the members, how fun the meetings are and the fact that other members inspire him all the time. He sees tremendous value in the whole Toastmasters experience. Dave has certainly tried a lot of sources of that potential experience. He served as Club President in 2005-2006 and Club Secretary in 2008-2009. He has participated in both the International and Humorous Speech Contests at least four times at the club level and has gone on to represent our club at the division level 2 or 3 times in the past few years.

Dave has completed his Competent Leader and his Advanced Communicator Silver designations, which means that he has given a minimum of 30 speeches. He is currently working on his Competent Communicator manual for the second time and is halfway through it again. Dave is a very dedicated Toastmaster. I discovered that when he joined Toastmasters the second time, he not only joined the Sears-Halifax Toastmasters Club, but also belonged to the TIC Talkers Club, attending their Tuesday lunch meetings when he could for the next one and a half years. He thought two clubs would benefit him even more. I think he was just trying to make up for his spotty attendance the first time around!



The History of the Distinguished Toastmaster (DTM) Designation



The DTM designation was established in 1970 in order to recognize Toastmasters' achievements beyond the club level; i.e. activities that extended and publicized the organization into the community. As I recall, here were the requirements used for the DTM designation in 1979:

1. Completion of the Communication and Leadership Program - 15 assignments, instead of today's ten.
2. Completion of the Advanced Communication and Leadership program - another 15 assignments.
3. This would qualify a person for an Able Toastmaster (ATM) designation.

To receive your DTM, you had to complete all of the following:

1. At least 5 speeches to non-Toastmaster audiences. You took an evaluator with you, and submitted a written evaluation as well as a letter from each organization or group to whom you spoke.
2. Organize and sponsor a new Toastmasters Club.
3. Organize and co-ordinate *Speechcraft* and *Youth Leadership* Programs within a two-year period prior to the application. The *Speechcraft* program allows experienced Toastmasters to present the fundamentals of public speaking to non-members in an atmosphere of a Toastmasters club meeting. *Youth Leadership* is an eight-week program designed to help adolescents to develop their speaking and leadership skills.
4. Serve a full (one-year) term as a club officer (President or VP Education).
5. Serve as a district officer for at least one term (Area Governor or higher).

The requirements for a DTM designation are very similar to those of today. The key differences are that members are no longer required to present speeches to non-Toastmaster audiences and there is a much wider range of leadership projects available to complete. Back in the 1970's, there was very little formal recognition for different levels of achievement. The onus was on individual members to collect and provide records of their various accomplishments. We now have milestones for our achievements along the way, with designations such as the Competent Communicator (CC), three levels of Advanced Communicator (AC), Competent Leader (CL), and two levels of Advanced Leader (AL), making it easier to keep track of a member's progress. Today, all of these designations must be completed in order to become a DTM.

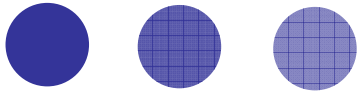
Some of these changes were developed when I served on the International Board of Directors in 1980-82. I recall when the CTM designation (Competent Toastmaster, which has now evolved into the Competent Communicator) was cut down to 10 projects from 15. There was also a decision to develop a series of Advanced Communication Manuals each containing 5 projects. This approach allowed for flexibility by replacing the former 15 project "one size fits all" manual. These changes have proven to be worthwhile, as evidenced by the subsequent and ongoing growth of the Toastmasters organization.

In 1979, I had the privilege of becoming the first DTM in Nova Scotia, and at that time there was only one DTM in New Brunswick. Compare that with the 12 DTM's that we have today, the last of which was our own Karen Caldwell.



Jack Kiuru, DTM

Editor's note: Jack Kiuru joined our club on Oct. 10, 1969, so he has just passed his 40th anniversary with Toastmasters. He achieved his ATM designation in 1975. He has held a number of club executive positions, including that of President. He has been the Toastmaster of the Year and Area Governor of the Year, both for District 45. He is a past District 45 Governor and achieved his DTM designation in 1979. He served on the Toastmasters International Board as International Director for Region VII for two years, from 1980-1982. Jack and his wife are snowbirds, so he'll be joining us again in the spring.



Develop Your Signature
Presented at the 2009 District 45 Fall Conference
by Joey Grondin, ATM Gold, CL

The central theme of Joey Grondin’s presentation was that we all have a unique signature. We have been developing our signature since we were a baby. 80% of the battle when giving speeches is developing your message.

Always have three points to make when you present a speech.

Make a point: Make a point, make another point and then make another point. Tell a personal story that will touch your audience. Use stories that people can relate to, or have experienced themselves. Make your stories an adventure. Bring your audience along for that adventure. Tell your stories in the present tense, be in the moment and map your journey.

Make your speech positive: People don’t want to hear you complain. People want to be around you if you have a positive attitude. Positive encourages positive. People will become more positive if you are, as well. Remember that this type of attitude is contagious.

Anchor your stories with your body: If you have a stage or set area in which to present your speech, use your body to make your three points. The use of your body will sit clearly in the mind of the audience. For example - begin standing in the center of the area to make your first point, and then move to the right to make your second point. Make your third point at the left of the speaking area. Finish back in the center with your wrap-up. Your audience will remember the points based on what you were saying and where you were standing.

Connect with emotions: There are six basic emotions which you can use to connect with your audience: 1. Happiness, 2. Sadness, 3. Anger, 4. Surprise, 5. Disgust and 6. Fear. Show the audience how you are unique as a speaker. Create something that is totally different than all the other speakers. Bring your strength out in your speech.

How is your signature unique when presenting a speech? Use your natural talent, memorable props, the right music and humor to bring your signature to life. Remember to give the audience permission to laugh!

Karen Caldwell, DTM



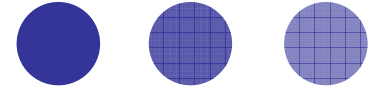
2009-2010 Executive Committee

President: David Osborne
 VP Education: Ralph Smith
 VP Membership: Archie MacKinnon
 VP Public Relations: Cindy Slade
 Secretary: Binoj Daivahshayam
 Treasurer: Tony Easton
 Sergeant-at-Arms:

2009-2010 Club Committees

Mentorship: Ralph Smith
 Special Events:
 Newsletter: Cindy Slade
 Joanne Fraser
 Colleen MacLennan
 Membership: Archie MacKinnon
 Public Relations: Cindy Slade
 Webmaster: Graeme Van Leer

www.searshalifaxtm.ca



The success of the new club web site hinges on being able to communicate effectively with visitors and readers. On the subject of communication, there are a number of issues that were considered during the redesign:

Purpose

New visitors should be able to quickly get an idea of the web site's purpose and its primary reasons for existence. If the site does not clearly communicate that purpose, visitors are not likely to stick around.

Typography/Fonts

Typography can sometimes be a subtle detail in the design of a site, but it can also have a significant impact on the communication. The font chosen, size, color, weight, and case all impact how the message is being communicated.

Colors

Colors can have a subtle psychological effect, or they can have a more obvious effect. The same web site with two different color schemes can have two drastically different appearances, and this may impact the communication with visitors. The background color of your web site, the color of your header, the color of your text, headlines and sub-headlines etc. can all have a psychological impact on your visitors. For example, BLUE is associated with trustworthiness, success, seriousness, calmness, power and professionalism, while RED is associated with love, passion, danger, warning, excitement, food, impulse, action and adventure. Blue and white backgrounds work best for business sites. Maternity sites should consider some pink. Golf or lawn sites should consider green. Food sites should consider red, etc. This is why www.searshalifaxtm.ca is built using attractive shades of blue...

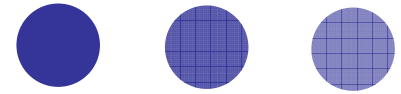
Besides the basic building blocks above, the following should also be considered when designing any web site:

- A busy page that's full of clutter will have serious problems being able to communicate with visitors.
- The images and photographs used on web sites will have a huge impact on communication, because they will typically be noticed by visitors before text will be read.
- Icons can tell visitors what they can do by clicking on the icon without the need to put everything in words.
- The whitespace used around text and throughout the design will play a role in how easy or difficult it is for the reader to get the intended message.

So, as you can see, the redesign of the Sears-Halifax Toastmasters site was more than just a revamp. A lot of thought and consideration went into the choice of colours, fonts and so on and I am particularly keen to include a gallery page to show the world the FUN we have!! Comments are always welcome, and ideas to further improve the site to provide information that YOU would like to see are especially sought. If you have a website of your own, consider adding a link to our club web site to increase awareness of the club.



Why do we Need Parliamentary Procedure ?



The Rules of Parliamentary Procedure are the Basis of Constitutional Government

Democratic government is based absolutely upon the principal of majority rule. But majority rule requires that the minority abide by the will of the majority. The willingness of the minority to abide by the will of the majority is, in turn, based upon the willingness of the majority to permit the minority to "have a say" before final action is taken. The cry of Themistocles to Eurybiades was "Strike, but hear me!"

As has been said so frequently, the chief purpose of parliamentary procedure is to protect the rights of the minority. The majority can usually take care of itself. In a government controlled by public opinion, which we call a democracy, accepted rules of parliamentary procedure are not only of the highest importance for legislatures, they are the foundation of freedom in every meeting, large or small, throughout the nation.

Good citizenship is a habit of dealing with one's fellow citizens. It is the habit of giving one's best thoughts and efforts for the general welfare, but at the same time being willing to consider the thoughts and efforts of others, and, it need be, compromising with or submitting to the thoughts and efforts of the majority of one's fellow citizens. This habit of participation in, compromising with, and submission to the will of the majority may be acquired only as other habits are acquired, by practice, and then more practice.

Robert's Rules of Order is designed to facilitate the development of this type of good citizenship conduct by making it possible for all the groups, be they highly educated or not, to conduct their meetings according to the accepted rules for parliamentary procedure that have been worked out by a thousand years of English and American experience in self-government through deliberative assemblies.

From: *Parliamentary Procedure at a Glance* - by O. Garfield Jones



Karen Caldwell, DTM

Don't say you don't have enough time. You have exactly the same number of hours per day that were given to Helen Keller, Pasteur, Michelangelo, Mother Teresa, Leonardo do Vinci, Thomas Jefferson and Albert Einstein.

~ H. Jackson Brown

Editor – Cindy Slade; Asst. Editors – Joanne Fraser, Colleen MacLennan

Sears-Halifax Toastmasters Club# 1555

Website: www.searshalifaxtm.ca